

## STATE OF CALIFORNIA

## CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

## Base Year Modification Request Certification

## Part 1: Generation Study - No Extrapolation Diversion Data

To request a substitution for a previously approved base year used in calculating the diversion rate for your jurisdiction, please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

California Integrated Waste Management Board  
Office of Local Assistance  
1001 I Street, (MS-25)  
PO Box 4025  
Sacramento, CA 95812-4025

## General Instructions:

Please select the **ONE** choice below that best explains your request to the Board.

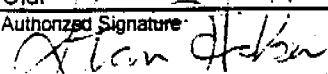
- ☒ 1. Use a recent generation-based study to calculate our current reporting year generation amount, but not officially change our existing Board-approved base year.
- ☐ 2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.

The shaded cells on these sheets are protected. If you have problems using these sheets, please contact your Office of Local Assistance representative by calling (916) 341-6199.

## Section I: Jurisdiction Information and Certification

All respondents must complete this section.

I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:

Jurisdiction Name		County	
Ojai		Ventura	
Authorized Signature		Title	
		Public Works Director	
Type/Print Name of Person Signing	Date	Phone ( ) Include Area Code	
Stan Hakes	11/31/02	805 640-2560	
Person Completing This Form (please print or type)		Title	
Heidi Whitman		Recycling Coordinator	
Affiliation:			
Mailing Address		City	State ZIP Code
P.O. Box 1570		Ojai	CA 93024
E-Mail Address <a href="mailto:hakes@ci-ojai.ca.us">hakes@ci-ojai.ca.us</a>			

**Section II: Information for New Generation-Based Study for Existing or New Base Year**

**Attach additional sheets if necessary—reference each response to the appropriate cell number (e.g., "4").**

*Note: New base years must be representative of a jurisdiction's disposal and diversion.*

<b>1. Current Board-approved existing base year:</b>	<b>2. Proposed new generation-based study year:</b>
1990	1999
<b>3. Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion:</b>	
<p>The City of Ojai is aware of no unusual events which would have resulted in additional generation during the 1999 calendar year. Also, there have been no significant changes to the City programs, haulers, or facilities.</p>	

**4. Enter diversion rate information below.**

<b>Diversion rate calculated using existing base year</b>	<b>a. 10 %</b>	<b>Diversion rate calculated using new generation-based study</b>	<b>b. 55 %</b>
<b>For existing base year pounds/person/day based on generation</b>	1.69	<b>For new generation based study pounds/person/day based on generation</b>	3.7
<b>Residential generation 88 %</b>	<b>Non-Residential generation 12 %</b>	<b>Residential generation 18% %</b>	<b>Non-Residential generation 72% %</b>
<b>Population existing generation-based study 7613</b>		<b>Population new generation-based study 7613</b>	

**5. If there is an increase from 4a to 4b, please explain how the new diversion rate is consistent with your current diversion implementation efforts. If the proposed new generation tonnage results in an increase in your pounds/person/day, please explain how this is consistent with your current diversion implementation efforts and provide any examples (e.g., change in jurisdiction's demographics).**

The City of Ojai, as well as the other western Ventura County cities who participated, has discussed errors in the 1990 Generation Study in previous Annual Reports. These errors include no inclusion of out-of-county disposal and inaccurate jurisdiction of origin information in the 1990 study. Since 1990 there have been many improvements including reporting of out-of-county disposal and surveys to determine jurisdiction of origin information. The City of Ojai has implemented 38 programs and has an exclusive franchise with E. J. Harrison and Sons for commercial and residential recycling, trash, green waste and MRF services. We believe that the City of Ojai diversion is similar to that of other neighboring cities which have the same programs, share the same hauler and share the same MRF. These other cities have significantly higher diversion rates. The City of Ojai is located in the geographically-isolated Ojai Valley and many residents of the Ojai Valley indicate that they live in "Ojai". The City has previously identified measures related to jurisdiction of origin as a result of

**6. If the difference between the proposed diversion rates in 4a and 4b is greater than 5 percentage points, please explain the specific reasons for the difference. (For example: new/improved curbside diversion programs.)**

Specific reasons include (1) misreported origin of disposal information in the original 1990 base year, (2) missed diversion program tonnage in the original base year, (3) no capture of out-of-county disposal in original base year resulting in a lower total generation in 1990. Since that time, the City has documented diversion and disposal activities that were not included in the original base year. This reports documents diversion which the City was able to quantify and does not include all diversion activities going on within the City at the present time. For example, some businesses did not report that reported last year and there are some programs which are ongoing but were not quantified due to the resources necessary to quantify the diversion tonnage.

<b>7. Disposal Tonnage (enter values):</b>	2375	10474	12849
	Residential	Non-Residential	Total

Please select the ONE choice below that best explains your disposal data and complete the required tables.

☒ a. All tons claimed are from the Board's Disposal Reporting System (No explanation required. Go to Section 8.)

☐ b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Request and Modification Certification sheet found at [www.cwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc](http://www.cwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc))

☐ c. Some Disposal Reporting System data were corrected. (Please complete Reporting Year Tonnage Modification Request and Certification sheet found at [www.cwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc](http://www.cwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc))

8. In the table below, list the summarized diversion activities, and diversion data records that support your claim and are available for Board audit. *Note: The Board expects the jurisdictions to be able to provide all back-up documentation, if requested. Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition calculations). If any diversion is from restricted wastes, agricultural wastes, inert solids (e.g., concrete, asphalt, dirt), white goods, and scrap metal, please identify those programs/waste types and fill out Section 10. Please mark as Attachment 8 all copies of survey forms.*

\*Please provide detailed Non-Residential waste information in Section 9.

**Note: The Board has indicated that it will be scrutinizing total source reduction amounts greater than 5% of total generation. Please be prepared to provide additional details substantiating your claim.**

Diversion Activity	Actual tons	Relative Percent of Total Generation	Specific Material Type(s) (List operation, where multiple materials in one box)	Specific Diversion Factor Used (if any), and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: <a href="http://www.cwmb.ca.gov/LGCentral/Forms/CoRecReduce.htm">www.cwmb.ca.gov/LGCentral/Forms/CoRecReduce.htm</a>					
<b>Residential Source Reduction Activities</b>					
Backyard composting	88	0.7%	Residential yard and garden organics	CWMB formula-Diversion Study Guide, 9/99 draft	Records of participation and bins sold in file at City
Green recycling	0	0.0%	Occurring at residences in city but not quantified		
<b>Other Residential Source Reduction (list each program separately)</b>					
<b>Garage sales</b>					
	364	1.3%	Residential household furnishings and clothing, books	CWMB formula-Diversion Study Guide, 9/99 draft, information obtained from advertisements in Ojai Valley News, not all garage sales are advertised so number reported is lower than actual	Surveys and calculations in file at City
<b>Thrift stores</b>					
	1703	6.0%	Residential household furnishings and clothing, books	CWMB formula-Diversion Study Guide, 9/99 draft, information obtained from phone book and site visits	Calculations in file at City
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
<b>Subtotal, Residential Source Reduction</b>	<b>2155</b>	<b>7.8%</b>			
<b>Residential Recycling Activities</b>					
Curbside Recycling	890	3.1%	Comingled recyclables	Reported by franchised hauler, E. J. Harrison and Sons	Franchised tonnage data provided by hauler, filed at City
Backyard Compost	0	0.0%	One 2020 buyback did not report	Buyback operating but did not report	
<b>Drop-off Centers</b>					
<b>Other Residential Recycling (list each program separately)</b>					
<b>Phone book recycling</b>					
	0	0.0%	Regional program coordinated by County and phone companies, tonnage captured in curbside program	Reported by franchised hauler, E. J. Harrison and Sons	Franchised tonnage data provided by hauler, filed at City
Enter program name					
Enter program name					
Enter program name					
Enter program name					
<b>Subtotal, Residential Recycling</b>	<b>890</b>	<b>3.1%</b>			
<b>Residential Composting Activities</b>					
Green Waste Drop-off	6277	22.1%	Green waste	Reported by Ojai Valley Organics and CalWood Recycling, City tonnage only reported by operator	Franchised tonnage data provided by hauler, filed at City
Curbside Green Waste	1140	4.0%	Green waste	Reported by franchised hauler, E. J. Harrison and Sons	Franchised tonnage data provided by hauler, filed at City
Christmas Tree Program	0	0.0%	Xmas trees	Reported as part of curbside green waste	Franchised tonnage data provided by hauler, filed at City
<b>Other Residential Composting (list each program separately)</b>					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
<b>Subtotal, Residential Composting</b>	<b>7417</b>	<b>26.1%</b>			
<b>Subtotal, Residential Diversion</b>	<b>10472</b>	<b>36.6%</b>			
<b>Non-Residential Source Reduction Activities</b>					
Non-Residential Waste Audits*	2280	8.0%	See Section 9	See Section 9	See Section 9
<b>Other Non-Residential Source Reduction (list each program separately)</b>					
Enter program name					
<b>Subtotal, Non-Residential Source Reduction</b>	<b>2280</b>	<b>8.0%</b>			
<b>Non-Residential Recycling</b>					
Non-Residential Waste Audits*	1439	5.1%	See Section 9	See Section 9	See Section 9
<b>Other Non-Residential Recycling (list each program separately)</b>					
Enter program name					
Enter program name					
<b>Subtotal, Non-Residential Recycling</b>	<b>1439</b>	<b>5.1%</b>			
<b>Non-Residential Composting Activities</b>					
Non-Residential Waste Audits*	380	1.3%	See Section 9	See Section 9	See Section 9
<b>Other Non-Residential Composting (list each program separately)</b>					
Enter program name					
Enter program name					

Diversion Activity	Actual tons	Percent Percent to Total Generation	Specific Material Type(s) (List operation where multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: <a href="http://www.ci.milpitas.ca.gov/LICCentral/Paint/Co-des/Reduce.htm">www.ci.milpitas.ca.gov/LICCentral/Paint/Co-des/Reduce.htm</a>	(A)	(A/Total Generation)			
Subtotal: Non-Residential Composting	380	1.3%			
Subtotal: Non-Residential Diversion	4099	14.4%			
Residential/Non-Residential Diversion Activities					
ARC					
Sludge					
Scrap Metal	130	0.5%	scrap metal	Weight reported by private recycler.	Surveys and calculations in file at City
Construction and Demolition	882	3.1%	Wood, concrete, dirt from roll-off boxes	Weight reported by franchised hauler and private recycler.	Surveys and calculations in file at City
Landfill Salvage					
Subtotal Residential/Non-Residential Diversion	1012	3.6%			
Total Res/Non-Res Source Reduction Tons	4445	15.6%			
Total Diversion Tons	15683	54.8%			
Total Disposal Tons from Sec.7	12849	45.2%			
Total Generation Tons (Div+Dis)	28432				
Diversion Rate	55%				

### 9. Specific Non-Residential Sector Waste Audits—Top 10 Non-Residential Generators

Please complete this table for the top 10 non-residential generators that were surveyed. List each non-residential generator separately from largest to smallest, based on total diversion tons. Audit reference number ties to your audit sheets.

(Table will perform all addition calculations).

Type of Non-Residential Generator	Audit Reference Number	Specific/Major Diversion Activities Include Material Type (e.g., paper recycling, grasscycling). (List activities on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Percent of Total Generation (Total Diversion Tons/Total Generation in Section 8)	Survey Method Phone (P) Mail (M) On-site (O) Other
Hospitality Golf Course, Park Golf Course	1, 11	Grasscycling	1760			1760	6.2%	P/M surveys
Commercial Recycling Collection	2	Commercial Recycling Program		628		628	2.2%	Tonnage reported by franchised hauler
Market	3	Recycling, Produce recycled at centralized facility		359	201	560	2.0%	P/M surveys
Hospitality	4	Mulch used on site			450	450	1.6%	P/M surveys
Commercial Greenwaste program	5	Commercial green waste collection provided through City franchise			170	170	0.6%	Tonnage reported by franchised hauler
Market	6	Recycling, Produce fed to animals		97	14	111	0.4%	P/M surveys
Market	7	Recycling-OCC		96		96	0.3%	P/M surveys
Post Office	8	Recycling-mixed paper, OCC, plastics		44		44	0.2%	P/M surveys
Market	9	Produce waste fed to chickens and pig rescue farm		20		20	0.1%	P/M surveys
Public Works - Grasscycling	10	Grasscycling at City parks and grounds	38			38.4	0.1%	PW records
<b>Totals</b>			<b>1798.4</b>	<b>1244.3</b>	<b>834.7</b>	<b>3877.4</b>	<b>12.6%</b>	

Also provide an attachment 9 which includes all of the generators surveyed. Include for each generator (use type of generator in lieu of specific business name) diversion activity and material type and associated tonnage for each diversion activity/material type, and applicable conversion factors/sources. Include copies of survey form(s) used.

Summarize the non-residential diversion activities for the top 10 generators quantification methodology, and applicable conversion factors and sources (e.g., cardboard recycling: quantified by monthly tonnage receipts provided by the contact person at the business).

Businesses were surveyed by mail. Phone calls were made to each responding business to follow up and clarify information. Additional information needed in some cases included frequency of pickup, conversion factors, name of recycling company, and records kept.

Grasscycling: Quantified by multiplying acreage by diversion factor from Diversion Study Guide. Acreage supplied by contact person at business or from City maps.

Produce recycling: Quantified by contact person at business from weigh slips.

Other recycling: With exception of Rainbow Bridge Market, tonnage quantified by contact person at business from weigh slips provided to business by recycler.

10. For each restricted waste type (i.e., agricultural waste, inert solids, [e.g. concrete, asphalt, dirt, etc.] scrap metals and white goods [PRC section 41781.2]) and associated program, please provide the following information:  
a. If the diversion program started on or after January 1, 1990, complete the following table.

**Note:** program name refers to one specific diversion program for that waste type (e.g., "Diversion conducted by city public waste dept.").

Restricted Waste Type	Specific Program Name	Year Started	Tonnage
Scrap Metal ▼	Standard Industries, metals sold from Ojai	1990	130
Inert Solids ▼	Harrison Inerts:concrete and soil separated from franchised roll-off box	1997	382
Inert Solids ▼	Hanson C&D:documentation provided by mail survey	1990	500
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			

b. If the diversion program started before January 1, 1990 - and if documentation on the program and waste type has not been approved by the Board - on a separate sheet marked "Attachment 10b", provide the documentation that indicates:

- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion (PRC sec. 41781.2 [c] [1]).
- That the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. (**Note:** this criterion is applicable to the entire jurisdiction, not to individual programs (PRC sec. 41781.2 [c] [2]). Please include documentation.
- That the jurisdiction is implementing, and will continue to implement, the diversion programs in its source reduction and recycling element.

**Note:** If documentation for a waste type and program has already been approved by the Board, you do not have to provide an attachment 10b for that waste type and program.

Instead please provide date of Board approval of previously submitted information.

(Date)

If documentation is not available, go to 10d.

c. If the diversion program started before January 1, 1990, and the documentation requested in 10b is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Diversion Tonnage
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		

d. If the diversion program started before January 1, 1990, and the documentation requested in 10b is not available, please complete the table below for each program claimed. **Note:** Only the difference between the new base year/reporting year and 1990 can be counted in the diversion rate calculation.

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Tonnage	1990 Diversion Tonnage	Difference
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				

**Business Audit Diversion for the City of Ojal 1999**

Reference Number	Business Type	Diversion Activity	Material Type	Conversion Factor and Source	Tons
1	Golf Course	Grasscycling	grass	CIWMB Diversion Study Guide, Sept. 99 draft, acreage supplied by OVI/SPGO	1760
		Mulching	wood	Estimate provided by staff	450
2	Commercial Franchise Operator	Recycling	cardboard	Actual weights per hauler records	628
		Recycling	paper	Actual weights per hauler records	
		Compost/Mulching	greenwaste	Actual weights per hauler records	170
3	Market	Recycling	cardboard	Actual weights per business records	560
		Composting	food	Actual weights per business records	
4	Market	Recycling	cardboard	Actual weights per business records	97
		Composting	food	Actual weights per business records	14
5	Market	Recycling	cardboard	Actual weights per business records	96
6	Post Office	Recycling	Mixed Paper	Actual weights per business records	44
7	Market	Compost/Reuse	Food	15 gal./dayx362 days/year, 7.4 lbs./gal. US EPA	20
8	Public Works Grasscycling	Grasscycling	Greenwaste	CIWMB Diversion Study Guide, Sept. 99 draft, acreage supplied by PWD	38.4
		Wood reuse	wood	Memo from Public Works Superintendent	25
		Mulching	wood	Memo from Public Works Superintendent	7
9	Recycler	Recycling	Metals	Actual weights per business records	130
10	Print shop	Recycling	Paper	Actual weights per business records	4
Total Business Diversion					4,039.40

**Additional Entities Surveyed**

Reference Number	Entity	Diversion Activity	Material Type	Conversion Factor and Source	Tons
A-1					
A-2					
A-3					